



High Wycombe Church of England Combined School

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Headteacher: Mrs Beverley Accastello



5th October 2026

Dear Reception Parents and Carers,

We would like to inform you about an update to our procedures for communicating accidents, injuries and incidents involving children in Reception.

In line with changes to the Early Years Foundation Stage (EYFS) framework, we are strengthening the way we communicate information about accidents, injuries and incidents to parents and carers.

From now on, parents and carers will be informed of all accidents, injuries and incidents that occur during the school day. This includes minor injuries and incidents that may not require any first aid but which we feel you should be aware of.

How will you be informed?

- Where parents/carers have given permission for Medical Tracker, details of the accident, injury or incident will be sent home through the Medical Tracker system.
- Where permission has not been given for Medical Tracker, we will communicate the information in person or by telephone.
- For any serious accident, injury or incident, a parent/carer will be contacted by telephone, regardless of whether permission has been given for Medical Tracker.

Our staff will continue to assess each situation carefully and provide appropriate first aid and reassurance to children when needed. Children will also be monitored following an injury or incident, and any relevant information will be shared with you.

We understand that receiving a message about an accident or injury can sometimes be worrying. Please be reassured that many of the incidents we record are minor and are a normal part of young children learning, playing and developing their independence.

Be strong and courageous: do not be afraid or discouraged for the Lord your God is with you wherever you go

(Joshua 1:9)

These changes are intended to ensure that communication between home and school is clear, consistent and transparent, and that parents and carers are kept informed about their child's wellbeing during the school day.

Thank you for your continued support.

Kind regards,

A handwritten signature in cursive script that reads "Blandford".

Miss Blandford

EYFS Lead

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